

### Federation Advisor Network

Please complete this form if you are willing to share your expertise as an advisor in the Federation Advisor Network. Fax or mail the completed form to:

Laura Ketcham  
Federation of North Carolina Historical Societies  
4610 Mail Service Center  
Raleigh, NC 27699-4610  
Fax: (919) 733-8807

This form is also available on the "Services" part of the Federation website at <http://www.ncdcr.gov/fnchs/Services.aspx>. You can open this form, save a copy to your computer, then email the completed form as an attachment to [Laura.Ketcham@ncdcr.gov](mailto:Laura.Ketcham@ncdcr.gov).

Name: \_\_\_\_\_

Title: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Email: \_\_\_\_\_

I am willing to offer advice in the following areas:

<input type="checkbox"/>	Accession/Deaccession Policies/Procedures	<input type="checkbox"/>	Management of Personnel
<input type="checkbox"/>	Board Training and Development	<input type="checkbox"/>	Management of Volunteers
<input type="checkbox"/>	Disaster Recovery	<input type="checkbox"/>	Newsletter Publication
<input type="checkbox"/>	Digital Outreach (Web Pages, Social Media)	<input type="checkbox"/>	Physical Security of a Facility
<input type="checkbox"/>	Exhibit Development	<input type="checkbox"/>	Creating Historical Publications/Videos
<input type="checkbox"/>	Fundraising	<input type="checkbox"/>	Public Programming (Special Events, Adult Programs, etc.)
<input type="checkbox"/>	Genealogical Research	<input type="checkbox"/>	Public Relations/Working with Media
<input type="checkbox"/>	Grant Writing	<input type="checkbox"/>	Restoration and Conservation
<input type="checkbox"/>	Management of a Museum Facility	<input type="checkbox"/>	School Programming
<input type="checkbox"/>	Management of Collections	<input type="checkbox"/>	Starting a Museum
<input type="checkbox"/>	Management of Finances	<input type="checkbox"/>	Retail Issues
<input type="checkbox"/>	Other (please specify):	<input type="checkbox"/>	

*[Please fill out the back of this page as well.]*

Please describe any experiences that relate to your area(s) of expertise or attach a resume:

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In your area(s) of expertise indicated above, how many years experience do you have in each area?

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If you have any additional information about yourself or your areas of expertise that you would like to share, please do so here:

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**Signature and Acceptance of Terms:**

I understand that any services I am offering on this form will be maintained in a database maintained by the Outreach Coordinator of the Office of Archives and History and that this information will be made available to Federation members seeking advice in my areas of expertise. I agree that I am acting on my own behalf as a volunteer and that any advice or services I offer through this service shall be offered free of charge to Federation members. I understand that the Federation, the Office of Archives and History, and the N.C. Department of Cultural Resources shall not be responsible for the efficacy of any advice given by the advisors or for any damages, consequential or actual, or negative results caused by the advice. I agree that I will not use this service as a way to generate sales. I understand that at any time, if I wish to leave the Federation Advisor Network, I may contact the Outreach Coordinator to ask that my name be removed from the database.

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Signature

Date